

## **Minutes, Staff Advisory Group, January 27, 2016**

1. Dec 9 '15 Minutes were approved, with slight modifications.

1A. SAG Meeting guidelines were shown on screen and read; they were accepted; they will be disseminated via: posting on website; accompanying minutes when these are e-mail for approval; and with Calls for Agenda Items.

2. Barbara Beck presented her information on changes to the salary band structure, and asked for input. While the old system had two bands, one for Non-exempt and one for Exempt staff, now it will become one structure, ranked by grade from 110 – 180, with no Non-exempt/Exempt separation.

There is also a plan to equalize benefits between exempt and non-exempt staff; By May 31, 2016 (probable) all staff will have same vacation time, and short-term disability benefits.

The group suggested that Barbara be present to speak at the next community meeting to review these changes; it was also suggested that Community Meeting e-mail announcements contain an initial list of some of the subjects to be covered.

3. The group voted unanimously to endorse Strategic Plan version 15.1, with the note that the vote does not reflect endorsement of the Plan by the entire staff, only those in attendance at 1/27/16 meeting and members of the Steering Committee who were not present.

4. SAG structure discussion. The loose structure under which we currently operate – with Steering Committee – was reviewed; the topic of adding new members to the steering committee as old members rotate off was raised.

It was suggested that we draft a document\* that describes what we have accomplished; how we currently operate and the tasks we share; and a rough estimate of the time it takes; and the benefits of serving.\* Then as the semester progresses we will disseminate this description and put out a call for new members to join the Steering Committee.

5. Ideas for subcommittees:

Three ideas were put forward for subcommittees: A Facilities Subcommittee, an Administrative Assistants subcommittee; and a Diversity Hiring and Retaining Subcommittee. Sherry, Lori, and Idalia will work together to draft an e-mail to call for interest in any / all of these committees, and will send it around to the Steering Committee group before sending it out.

It was also suggested that we invite Dan Rodecker to one of our meetings this spring (after sending him a list of topics of interest / questions) to speak on Facilities issues. (I believe the same group – Sherry-Idalia-Lori - is working on a list for Dan.)

Barbara Beck suggested that we ask Joshua Woodfork about best language for our subcommittees – are they ‘committees’ or ‘working groups’ – the language is changing college-wide.

\*All current Steering Group members are invited to work on creating said document.

\*Benefits – Have a voice! Be the first to receive information! Meet new people! Gain a better understanding of how the college works – and who does what, and where, when, and why they do it.

Paula Brehm volunteered to take minutes at the next meeting, which will be **Weds, Feb 24, 3 – 4 PM, Art Building room 202.**  
We still need a facilitator.

In attendance: Sherry Ankeny, Ryan Ballantine, Paula Brehm, Lisa Christenson, Lori Dawson, Ben Harwood, Mariel Martin, Amanda McEnery, Joseph Murphy, Lisa Quimby, Randy Rosen, Idalia Sepulveda, Rebecca Shepard, Brycen Waters, and Barbara Beck

Minutes submitted by Rebecca Shepard  
1/28/16